

## Operations Council: Chemical Safety Committee Charter

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**Purpose:** The purpose of the SRNL Chemical Safety Committee is to improve chemical safety conditions and awareness in SRNL.

**Scope:** The scope of the committee will be chartered through the SRNL Operations Council and will have responsibility in the following areas

- Oversight/guidance for the L1 procedures 3.13 (SRNL Chemical Hygiene Plan), 3.14 (Control and Handling of Highly Toxic Materials) and 3.15 (Procurement, Labeling, Handling and Storage of Chemicals and Chemical Products).
- Recommend to Operations Council SRNL policies on chemical labeling, handling, PPE, storage, inventory and training.
- Recommend to Operations Council SRNL response to proposed site policy changes and for any internal or external audit findings or observations.
- Clarify issues or proposed changes in SRNL chemical policies, procedures, or practices (including work practices and PPE).
- Develop and manage the overall plan for training on chemical issues in SRNL. This will include the annual Lab Standards Refresher training, other refresher training, special training on specific new topics.
- Develop and review LOI's/LOK's for chemical safety self-assessments/knowledge assessments.
- Augment and assist facility management, the Chemical Hygiene Office and Industrial Hygiene.

**Membership:** The committee shall consist of an appointed chair and vice-chair. The chair and vice-chair shall receive approval from the Operations Council Executive Committee of the SRNL Operations Council. The chair and vice-chair shall serve annual terms, and the vice-chair will assume the chair position at the end of the chair's annual term. The committee shall consist of the Industrial Hygienist, Chemical Hygiene Officer, a representative of training and representatives from SRNL research department/sections as identified by the Operations Council Executive Committee. The representation can expand to organizations outside of SRNL if there is an interest. The chair shall appoint additional members with consultation from the Operations Council Executive Committee.

Members are expected to attend the monthly meetings to ensure the success of the committee.